

ANNUAL REPORT



National Historical Publications and Records Commission

1996

**National
Historical
Publications
and
Records
Commission**

ANNUAL REPORT

**Fiscal Year 1996
Washington, DC**

The National Historical Publications and Records Commission . . .

- is the grant-making affiliate of the National Archives and Records Administration.
- has a statutory mission to ensure understanding of our nation's past by promoting, nationwide, the identification, preservation, and dissemination of essential historical documentation.
- has fifteen members, who represent the President of the United States (two), the U.S. Supreme Court, the U.S. Senate, the U.S. House of Representatives, the Departments of State and Defense, the Librarian of Congress, and six national, professional associations of archivists and historians. The Archivist of the U.S. chairs the Commission and makes grants on the basis of its recommendations.
- reports in this document on activities in fiscal year 1996, the third year of implementation of the current NHPRC strategic plan.

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Making the Federal Dollar Go Further . . .

Five million dollars is all that the National Historical Publications and Records Commission had in fiscal year 1996 for grants to help document American history all across this country. But we developed ways to get the most out of it.

Two of those ways are featured in this report.

One is the NHPRC's partnership program with the states. In this partnership, State Historical Records Advisory Boards join us in funding statewide projects to save historical documentation and make it publicly accessible.

The other is a demonstration project in documentary publishing. In this project, we recruited skilled volunteers to help professional historians publish documents in multiple "packages" for users ranging from scholars to school children.

Why is this important? Because American history is important, and the records that enable us to understand it are not all saved and accessible in

Washington, D.C. The National Archives and Records Administration saves much documentation of American historical experience. So do all the state and local archives, the universities and colleges, the historical societies and museums that receive help and encouragement from NHPRC grants. In fact, so many federal programs are administered by state and local agencies that an accurate historical record depends on preserving documents at all levels.

Moreover, the NHPRC helps archives at all levels improve their capacities to preserve historical documents. Grants for research and development are helping archivists nationwide solve problems in the preservation of new, electronic kinds of records, on which future historians will depend to understand accurately the history of our own time.

In all these ways, the American public is getting major, lasting benefits out of the NHPRC's relatively few dollars. Together, NARA and the NHPRC are making it possible for the history of our country to be taught, written, and understood accurately.

John W. Carlin
Archivist of the United States, and
Chairperson,
National Historical Publications and Records Commission





Senator Mark O. Hatfield of Oregon received the National Historical Publications and Records Commission's Distinguished Service Award in 1996. He was recognized for his lifelong, numerous, and distinguished contributions to American history as a university teacher, accomplished author, and a two-term NHPRC member. In the words of the award, Hatfield has been "a devoted advocate within the United States Senate for the national archival and cultural institutions on whose collections the study, understanding, and appreciation of American democracy depends."

Strengthening The Nation's Archival Infrastructure: NHPRC "Partners" With the States To Save Historical Records

by J. Dane Hartgrove

America's historical records are everywhere.

In Alabama, Mobile has microfilmed colonial records from the eighteenth century and the Birmingham Public Library has processed its collection on the civil rights movement. In Florida, a research organization has conserved films of wildlife from the mid-twentieth century and the Seminole tribe has surveyed records on four reservations in preparation for establishing an archives. In New York, Hunter College has surveyed Puerto Rican records while the New York Public Library has opened collections illuminating the history of theater and dance. The City of Louisville has organized its Urban Renewal and Community Development Agency records, and Milwaukee County has inventoried public works and development records in ten different buildings. The Historic Charleston Foundation has undertaken a collections inventory, and the Bates Museum in Maine has preserved early photographs and glass slides. A dozen colleges and universities in Pennsylvania have developed archival programs for institutional records of historical value, and Hawaii has surveyed the records of some 200 ethnic organizations.

Has all this been done with NHPRC grants?

No, this and a lot more has been or is being done with NHPRC "regrants." That is, such work is under way nationwide through the NHPRC's partnership with the states, which help the NHPRC get more for its dollars by jointly financing programs that bring people together to meet documentary needs, build the nation's archival infrastructure, reach a great range of nonprofit institutions, and save many kinds of historical records for many kinds of users.

As of the end of fiscal year 1996, NHPRC funds totalling \$2,757,282 had been regranted through 17 state programs to 483 projects in state and local government archives, libraries and historical societies, universities and colleges, and other organizations concerned about historical records. In support of these regrant programs, state and local institutions themselves had contributed more than an equal amount, \$2,777,756, including \$871,500 in non-

federal, cash matching funds raised by State Historical Records Advisory Boards.

Through these state boards the NHPRC has developed a national network of people and institutions working together to assure public access to a wide range of historical documents. Here is how the state partnership works.

Since the mid-1970s, the NHPRC has encouraged each state and U.S. territory to form a State Historical Records Advisory Board (SHRAB). The SHRAB chairman, or state historical records coordinator, is the state archivist or the head of the state agency with archival responsibility. SHRAB members, who are appointed in many states by governors, consist of representatives of records repositories throughout the state, along with scholars, usually historians, and other interested members of the public. Because the Commission's own staff and funds are so limited, it fostered these volunteer boards to help NHPRC spread word of grant opportunities, counsel grant applicants, and evaluate applications. With NHPRC assistance the boards also assess state documentary needs and devise plans to meet them. If a SHRAB has prepared a strategic plan addressing a state's archival and records-keeping needs, it is then eligible to apply for an NHPRC "regrant" grant.

To do this, the SHRAB puts together a coherent, statewide program that will address documentary needs of high priority within the state. Some of these programs help institutions with historical records establish or develop archival and records-management programs, including emergency-preparedness programs for protecting records in the event of natural disasters. Programs also help repositories with such things as the preparation of records retention schedules, the production of finding aids for archival records, the preservation microfilming of historically valuable records, the arrangement and description of records materials, and the conservation of easily damaged records, such as glass-plate photographic negatives. The SHRAB may also use regrants to fund educational or training activities, raise public awareness of the usefulness and availability of historical records, or

facilitate the sharing of archival and historical information by electronic means.

If a SHRAB regrant-program application is successful, as has been the case in 21 instances to date, the NHPRC makes an award to the SHRAB (or to the state institution that has fiscal responsibility for the SHRAB), for redistribution or regranting to institutions within the state that meet criteria established for participation in the program. These grants to the states are not "block grants" or entitlement programs, for which states receive money every year allotted by some formula. SHRABs compete for regrant-program grants from the NHPRC. And an important factor in the competition is the SHRAB's ability to secure non-federal matching funds from state legislatures or private foundations. At least half of every regrant-program budget must come from non-federal matching funds and other cost sharing.

Applicants for regrants include historical societies, municipal and county archives and records centers, libraries, universities and colleges, private nonprofit manuscript repositories, and state archives and records-keeping institutions. Most NHPRC regrant grants have been for two-year periods, with the SHRAB providing interim reports at six-month intervals, and a final report after the program's conclusion. The SHRAB generally devotes the first few months of the grant to publicizing the program, which may include workshops to help potential applicants prepare sound applications for regrant funds.

State regrant programs do not just preserve individual collections, but help build the nation's archival infrastructure for care of historical records. The regrant programs funded in 17 states so far have directly contributed to the establishment of at least 74 archival and records management programs at the city, town, and county level. In two of the states, New York and Kentucky, regrant programs were the beginning of statewide local-government records programs subsequently supported on a permanent, on-going basis by funds from within the states themselves. In Virginia, a regrant program contributed to the development of a state-supported program to preserve court records. Seven states have applied NHPRC regrant funds to the development of electronic networks for the sharing of information. And 42 educational and training workshops or seminars in archives and records management have been attended by 1,576 individuals.

NHPRC regrants have funded 21 workshops to help records-keeping institutions prepare to cope with natural or man-made disasters. Sometimes such training opportunities have the immediacy of breaking news. In response to the rash of church burnings in 1996, the Library of Virginia held two-hour sessions on disasters for religious institutions in conjunction with a series of scheduled disaster preparedness

workshops, for which it also produced a "Disaster Planning Workbook."

The state program has helped strengthen archival institutions in additional ways. NHPRC regrants helped four cities and three counties in Nevada produce records inventories. As a result, five of the local governments involved enacted records management ordinances, and six adopted records retention plans. An NHPRC regrant helped Penn State University survey some 5,000 series of records, prepare records schedules, and devise a records management policy. An NHPRC regrant grant provided support for publication of *The South Carolina Records Manual*. NHPRC funds helped the Virginia State Library and Archives produce a video presentation entitled *Let Us Save What Remains*, and the Georgia SHRAB produce a video promoting attention to local government records. In Wisconsin, an NHPRC regrant prompted the creation of a state task force to prepare a records manual for county governments.

State regrant programs enable the NHPRC to extend its help widely in terms both of institutions and of historical subjects. In Alabama, for example, 16 of the 43 regrants made by the SHRAB benefitted minority institutions, under-served communities, or under-documented subject areas. In Nevada, a county and a city that lacked the funds to establish a records management and archival program now have one through an NHPRC regrant.

Concerning the histories of minorities, an NHPRC regrant helped Florida A & M University catalog some 545 linear feet of records from the state's African-American educational institutions. NHPRC regrants helped fund conservation surveys of records at Hampton University and Virginia State University, two historically African-American educational institutions. In Hawaii, a regrant project supported a survey of the records of the African-American, Chinese, Okinawan, Filipino, Japanese, and native Hawaiian ethnic communities. Records of Spanish-speaking communities in Miami and New York have benefitted from NHPRC regrant programs. Native American tribes for whose records the NHPRC has provided regrant support include the Seminole in Florida, the Catawba in South Carolina, and the Abenaki and Iroquois in New York.

The history of religion in America also is benefiting from state regrant programs. An NHPRC regrant went to the Shaker Library at Sabbathday Lake near Poland Springs in Maine for the microfilming of Shaker church family journals. The Roman Catholic Diocese of South Carolina used an NHPRC regrant to inventory its holdings and train an archivist, while St. Philip's Episcopal Church and Brith Sholom Beth Israel Synagogue in Charleston used their regrants to train volunteers to arrange and describe their records.

Jonesboro Union Church in Down East Maine received regrant help to preserve its records. The Pennsylvania SHRAB helped Holy Family College evaluate the records programs of seven small religious colleges in the Philadelphia area.

NHPRC regrants have helped bring order to record keeping in many kinds of institutions. Public administrators and county clerks can do their jobs better because NHPRC regrants have supported the application of more efficient records keeping practices. There's a big difference between using records in a courthouse where the clerks have a system to help them find what they want, and one where the clerks have to hunt through vast amounts of vaguely identified records to achieve the same results. The more efficient the recordkeeping system, the less money the public has to pay for an essential government service. Moreover, the security of records created and maintained within each state is important to individuals nationwide. Americans are mobile; the American citizenship of a resident of California may be documented by a birth certificate somewhere in Pennsylvania or by a court decree in Florida.

Historical materials saved through the state programs have many specific users. Obviously, they include the full range of historians and other scholars who depend on documents for the accuracy of what they write and teach. Also, legislators use historical records to understand the context of laws and regulations; lawyers, to find background information in developing cases; judges, to identify precedents and evaluate previous court opinions; journalists, to gather information for articles; property owners and

developers, to determine property titles and boundaries; environmentalists, to discover where contaminants may have come from; film and television producers, to locate pictorial material for documentaries; museum curators and historic preservationists, to study buildings and artifacts; and genealogists, to trace their ancestry. All of these people can obtain information they need more easily because NHPRC regrants have funded programs to secure and manage records in state and local repositories.

Among the regrant program's accomplishments have been the establishment of general records retention schedules for counties, towns, and cities; the identification of many new bodies of historical records for retention; the establishment of effective archival and records management programs; and the heightening of awareness among state legislators, local government officials, and citizens of the need to preserve records for future generations.

What all the individual regrant projects add up to is a strengthening, state by state, community by community, institution by institution, of recognition that we all need historical records and that records need care. The National Archives and Records Administration and the NHPRC alone cannot secure all the nation's historical records, but in partnership with the states the NHPRC can provide motivation and incentive. State Historical Records Advisory Boards bring concerned citizens together from across each state to meet documentary needs. They encourage public recognition of those needs. And they work with the NHPRC to assure the availability of records of value to both present and future generations.



Charles Gravier, Comte de Vergennes (1719-1787), served as France's Minister of Foreign Affairs from 1774 until his death in 1787. In that capacity, he was one of the men primarily responsible for the success of the American Revolution. Great Britain had humiliated France in the peace settlement at the close of the Seven Years War. Vergennes was only too happy to seek revenge in supporting the American rebels. This support took the form of clandestine shipments of weapons and munitions of war in 1776 and 1777. French aid made possible the American victory at Saratoga in October 1777. Concerned that the victorious Americans would succumb to British offers of generous peace terms, after which the British would punish France for having dared to aid the former rebels, Vergennes urged Louis XVI to sign treaties of alliance and of amity and commerce with the United States, which he did in February 1778. Although his first priority was always the welfare of France, Vergennes supported the efforts of the American peace commissioners to reach a satisfactory settlement with the British, and refused to sign France's definitive peace treaty with Great Britain until the Americans were ready to do the same. In the postwar period, Vergennes supported the efforts of Thomas Jefferson to expand Franco-American commerce and sought to preserve the strong ties that had grown up between France and the fledgling United States. (Courtesy of the Library of Congress.)

Our “Emerging Nation” Emerges in Documents: NHPRC Publishes New Resources For Understanding Early U.S. Diplomacy

by Mary A. Giunta, Editor

Anyone interested in American foreign policy now has ready access to new resources, thanks to a project completed in 1996 by the NHPRC staff. The resources are documents in a multifaceted publishing project entitled, *The Emerging Nation: A Documentary History of the Foreign Relations of the United States under the Articles of Confederation, 1780-1789*.

In consequence of the project, scholars will find on library shelves nationwide a three-volume edition of historical documents providing a basic grounding for almost any line of research in early U.S. diplomatic history. Historians among others will be able to study the same documents in a CD-ROM edition at their leisure in their offices or homes, as will their students who are writing graduate dissertations and undergraduate papers. College teachers of diplomatic history will be able to use a special documentary reader as a classroom resource. And high school history teachers will have an educational kit with which to introduce their students not only to how our nation first made its way in the world but also to the excitement of reading and analyzing real documents instead of textbook generalities.

The intent of the project is to provide public access to carefully selected documents with minimal editorial intervention to facilitate the study and understanding of early U.S. diplomatic history at different educational levels. All publications in the project draw upon a database of 8,000 documents. In addition to materials collected from the holdings of the National Archives and Records Administration, the database contains copies of documents from private manuscript collections, government holdings, and other domestic and foreign repositories.

Completion of this work has been accomplished by two professional historians on the NHPRC staff, advised by three outside experts in diplomatic history, and assisted by a host of highly skilled, part-time volunteers.

Documenting the Emerging Nation

Documents in *The Emerging Nation* publications trace the battles of John Adams, Benjamin Franklin, John Jay, Thomas Jefferson, and others to secure recognition of the new nation and to confirm in diplomatic arenas the freedoms gained on the battlefields of the American Revolution.

The scholarly volumes begin with the correspondence of U.S. and French diplomats in 1780 and end in 1789 with the adoption of the United States Constitution and the establishment of the Federal government. Volume I, *Recognition of Independence*, covers the extensive peace negotiations leading to the Treaty of Paris of 1783, and provides numerous insights into the actions of American and foreign leaders. For instance, while many know of the diplomatic relationship between Benjamin Franklin, as the first U.S. minister to France, and Charles Gravier, Comte de Vergennes, as the French minister of foreign affairs, few recall that in the summer and fall of 1782 the primary responsibility for peace negotiations fell to another American peace commissioner, John Jay. While Franklin was incapacitated by an attack of kidney stones, Jay actively conducted the peace negotiations, going so far as to draft new credentials for British peace negotiator Richard Oswald in order to satisfy American concerns over British recognition of U.S. independence!

Volume II, *Trials and Tribulations*, explores the frustrations in diplomacy associated with the inability of the U.S. government to control commerce, to tax the states for needed revenues, and to enforce treaties while at the same time attempting to revive foreign trade. In London, the U.S. minister to Great Britain, John Adams, protested British violations of treaty articles and sought trade agreements, only to be rebuffed. On the home-front, George Washington and British General Sir Guy Carleton sparred over the

removal to Nova Scotia of three thousand black people, many of whom were former slaves who had fled their masters in response to British promises of freedom. For Washington, their removal was in violation of Article 7 of the Treaty of Paris, which prohibited the “carrying away any Negroes, or other Property of the American Inhabitants.” For Carleton, it was a matter of keeping the British government’s promise to former slaves.

Volume III, *Toward Federal Diplomacy*, reflects continued diplomatic efforts to resolve difficulties over the enforcement of the treaty articles, and to reach agreements with other countries to secure the position of the United States in the world community while political leaders at home established a federal union. John Jay, serving as Secretary for Foreign Affairs, reported that there was not a day since signing the peace treaty with Great Britain that one or both nations were not in violation of the treaty agreement. While there would be no conclusive resolution of this issue until the mid-1790s, the diplomatic skirmishes of the 1780s prove a valuable source for understanding conflicts with Great Britain during the post-war period. In response to hostile actions of the Barbary States, Thomas Jefferson, serving as U.S. Minister to France, wanted to take military measures, while John Adams wanted to pay tribute to secure U.S. merchant ships from capture and seamen from ransom. Based on their experiences, Adams and Jefferson both supported adoption of the U.S. Constitution to secure a stronger position for the United States internationally.

In addition to the three scholarly volumes, the project also produced a reader and an educational kit for collegiate and pre-collegiate use. The reader provides a foundation for study by college students. It contains the most important documents for the period of 1775 to 1789. It begins with the appointment of a secret committee at the end of November 1775 “for the sole purpose of corresponding with our friends in Great Britain, Ireland, and other parts of the world.” It traces events leading to the treaties of alliance and of amity and commerce with France in 1778, and the Treaty of Paris of 1783. It presents documents describing subsequent diplomatic events surrounding United States diplomacy in Europe, the Mediterranean, and the opening of the China trade.

The educational kit, another product of the project, uses diplomatic incidents to teach students fundamental map and geography lessons as well as lessons in conflict resolution in international relations. Students are able to draw the boundary line described in the second article of the Treaty of Paris of 1783 on a reproduction of an 18th century map and read, among other documents, the correspondence of an American seaman captured by the Barbary pirates. Both the reader and the educational kit contain historical

background information and other contextual materials to round out the presentation of documents.

Each component of the publication project contains archival materials from diverse places. These include the British Public Records Office, the Archives du Ministère des Affaires Etrangères of France, the Papers of the Continental and Confederation Congresses, and a selection of personal letters and other documents including those of John Adams, Benjamin Franklin, David Hartley, John Jay, Thomas Jefferson, Richard Oswald, and Lord Shelburne. The use of diplomatic despatches, instructions, notes, personal correspondence, treaties, and other documents from these sources presents diplomatic history as it occurs, as the interplay of a complex series of actions, negotiations, compromises, disagreements, and agreements on the part of many individuals.

Focusing Editorial Policy

The project’s editorial policy reflects its overall intent. From the very beginning, the staff decided to publish a carefully chosen selection of documents important to the fundamental understanding of U.S. foreign policy, to keep editorial intervention at a minimum, and to let the documents “speak for themselves.” Selected documents highlight significant issues faced by the new nation as an independent member of the world community. In selecting documents, the editors gave priority to those dealing with substantive issues rather than ceremonial subjects or special interests. Diplomatic recognition, treaties, commercial agreements, foreign loans, freedom of the seas, Indian affairs, and diplomatic appointments took precedence over subjects of lesser importance.

Annotation policy for the project reflects modern documentary editing practices consistent with Commission recommendations. Annotations identify events, individuals, and places referred to in the documents, which helps users understand their contents. In addition to annotations, headnotes provide basic historical context, connect related documents, or add information for the further understanding of the documents. To insure textual accuracy, documents are transcribed as written except in instances where eighteenth-century orthography interrupts a clear understanding of the writer’s intended use. These, along with other editorial practices, allow ease of use in studying the documents and present them in readable form while retaining original presentation.

Reaching Out In Multiple Formats

The project is publishing printed versions of its products for libraries and schools in the United States

and abroad. The scholarly volumes are published by the United States Government Printing Office; the reader, by Scholarly Resources, Inc.; and the educational kit, by Golden Owl Publishing Co. In addition to print publication, the staff is collaborating with the Government Printing Office to produce a CD-ROM publication containing the *Emerging Nation* scholarly volumes. Individuals, libraries, and other institutions will be able to purchase at a relatively inexpensive price the three scholarly volumes in an electronic format. For those who wish to research the project's entire database, plans are under consideration to produce a microfilm edition of all 8,000 project files.

To spread word of the availability of these new resources, advertisements and announcements about the project have been published in professional journals and newsletters, including those of the NHPRC and the National Archives. More than 800 copies of the volume sets are in depository libraries. And 1,700 direct mail brochures were mailed to diplomatic historians. Also, information pertaining to the *Emerging Nation* appears on the NHPRC Home Page, accessible via the Internet.

Making Use of Volunteer Services

The completion of the project was due to the dedicated work of staff, consultants, and volunteers. Mary A. Giunta, served as editor-in-chief and project director. J. Dane Hartgrove served as associate editor. Three leading diplomatic historians—Norman Graebner, Peter Hill, and Lawrence Kaplan—contributed as outside consulting editors. Mary-Jane M. Dowd led initial work within the National Archives and Records Administration (NARA) to collect and prepare draft transcriptions of documents. And the project enjoyed the assistance and co-sponsorship of the Historical Office of the U.S. Department of State, directed by William Z. Slany, who represents the State Department on the National Historical Publications and Records Commission.

The project also owes much to volunteers, recruited through NARA. In addition to assisting in the preparation of transcriptions, they provided invaluable service in many aspects of the work. Volunteers used word processors to prepare transcriptions. Others with bibliographical and computer knowledge established a database for new documents and created computer files. Those with librarian experience conducted reference work in order to identify individuals and research pictures at the National Archives and at libraries in the Washington, D.C., area. Others with teaching qualifications developed the educational kit for the pre-collegiate level. Still others with foreign language skills—French, Spanish, and Latin—transcribed and translated foreign

documents. And, those with specialized experience prepared maps and camera-ready pages. As needs arose, they were filled from a multi-talented pool of individuals. Publication editors, educators, corporate officers, military retirees, retired government and private sector workers, student interns, and a bibliographer, joined the project to carry out the many tasks assigned. All told, 24 volunteers gave the project 9,300 hours of service.

Initial reaction to the scholarly volumes has been enthusiastic. For example, Wayne S. Cole, professor emeritus of the University of Maryland, has called the project, "very nearly a model for how documentary publications should be accomplished." John P. Kaminski, director of the Center for the Study of the U.S. Constitution, has written:

In three magnificent volumes, the editors . . . bring together both a broad and an intimate history of the origins of the diplomacy of the new nation. The subtleties faced by all of the participants—American, British, French, Spanish, Dutch, as well as a dozen other countries—expands one's appreciation for the political and diplomatic maneuvering of this revolutionary generation. The French and Spanish translations—many of which appear here for the first time—are outstanding."

And Kendrick A. Clements, professor of history at the University of South Carolina, predicts, "If these valuable editions do not provoke a substantial re-examination of the Confederation Period, I can't image what will."

Ordering Information

The three scholarly volumes of *The Emerging Nation* are available through the Government Printing Office (GPO). Volume I (\$44), Volume II (\$46), and Volume III (\$43) may be ordered by telephone on weekdays (202-512-1800) from 8 a.m. to 4 p.m. eastern time or by facsimile (202-512-2250) 24 hours a day. Telephone and facsimile orders may be paid by MasterCard or Visa. Mail orders must include either credit card information or a check payable to the Superintendent of Documents, P.O. Box 371954, Pittsburgh, PA 15250-7954. For information on the other *Emerging Nation* publications, contact Mary A. Giunta, NHPRC, National Archives Building, Washington, DC, (202) 501-5600.

For the Record: Commission Members FY 1996

National Archives and Records Administration



John W. Carlin
Archivist of the
United States
Chairperson, ex officio
1995-

Presidential Appointments



Charles G. Palm
Deputy Director,
Hoover Institution
1990-1995

Presidential Appointments, cont'd.



Marvin F. Moss
1995-



Nicholas C. Burkel
Director of the Libraries
Marquette University
1995-

U. S. Senate



Paul S. Sarbanes
Maryland
1988-1995



Mark O. Hatfield
Oregon
1996

U.S. Supreme Court



Harry A. Blackmun
Associate Justice
1974-83, 1986-

Department of State



William Z. Slany
Director, Historical
Office
1982-

Department of Defense



Alfred Goldberg
Historian, Office of
the Secretary
1973-

Library of Congress



Winston Tabb
Associate Librarian for
Collections Services
1995-

American Association for State and Local History



David H. Hooper
Arizona State Archivist
1987-

Association for Documentary Editing



Charles T. Cullen
President and Librarian,
Newberry Library
1990-

American Historical Association



Constance Schulz
Professor and Director,
Applied History Program,
University of South Carolina
1994-

National Association of Government Archives and Records Administrators



Brenda S. Banks
Assistant Director,
Georgia Department
of Archives and History
1993-1996

Organization of American Historians



Robin D. G. Kelley
Professor,
New York University
1992-1995



William H. Chafe
Dean, Arts & Sciences,
Duke University
1996-

Society of American Archivists



John A. Fleckner
Archivist,
National Museum of
American History
1991-1996



Ann Kenney
Preservation & Conservation
Librarian,
Cornell University
1996-

***For the Record:
Commission Staff Members
as of September 30, 1996***

Executive Director	Gerald W. George
Acting Program Director and Assistant Program Director for Technological Evaluation	Joyce M. Ray
Assistant Program Director for State Programs	Richard A. Cameron
Assistant Program Director for Publications	Timothy D.W. Connelly
Program Officers	Laurie A. Baty Daniel A. Stokes
Archivist	Michael T. Meier
Director and Editor, The Emerging Nation Project	Mary A. Giunta
Associate Editor, The Emerging Nation Project	J. Dane Hartgrove
Program Analyst	Nancy T. Copp
Grant Program Assistant	Laurette O'Connor
Secretarial Staff	Delores G. Taylor Artesia L. Smith

Staff Serving During Part of Fiscal Year 1996

Program Director	Nancy A. Sahli
Assistant Program Director for Publications	Kathy A. Jacob
Secretary	Sheneé K. Turner

***For the Record:
Financial Statement and Statistics—1996***

Proposals and Grants*

	<u>Dollar Amount</u>	<u>Total</u>
Proposals Considered	\$8,423,264	126
Grants Recommended	5,165,639	96
Average Request	66,851	
Average Grant	53,809	

Financial Statement

Balance forward, October 1, 1995	\$ 3,604
FY 1996 appropriated funds	5,000,000
Refunds of unexpended grant funds	<u>235,437</u>
Total available, FY 1996	5,239,041
Disbursed, as of September 30, 1996	5,064,839
Subtotal	<u>174,202</u>
Pending approved grants	100,800
Balance, September 30, 1996	\$ 73,402

Staff Expenses

Personnel	\$ 933,476
Travel of Commission members and staff	35,981
ADP equipment	17,289
Other operating expenses	<u>21,682</u>
TOTAL	\$1,008,428

*Unlike in previous reports, these figures show the applications actually considered and grants recommended within the fiscal year regardless of when the latter were formally awarded.

For the Record: Grants By State—1996

ARIZONA

- Ongoing Documentary Editions/Subventions:
University of Arizona, Tucson, AZ: A grant of up to \$38,954 for continuing work on the *Documentary Relations of the Southwest*. (96-076)
University of Arizona Press, Tucson, AZ: A grant of \$10,000 for *Documentary Relations of the Southwest*, Vol. 2, Pt. 1. (96-032)
University of Arizona Press, Tucson, AZ: A grant of \$10,000 for *Documentary Relations of the Southwest*, Vol. 2, Pt. 2. (96-033)

CALIFORNIA

- Ongoing Documentary Editions/Subventions:
Claremont Graduate School, Claremont, CA: A grant of up to \$44,322 for continuing work on the *Papers of Salmon P. Chase*. (96-085)
Pomona College, Claremont, CA: A grant of up to \$38,171 for continuing work on the *Papers of Thaddeus Stevens*. (96-049)
Regents of the University of California, Berkeley, CA: A grant of up to \$94,500 for continuing work on the *Emma Goldman Papers*. (96-051)
Regents of the University of California, Los Angeles, CA: A grant of up to \$51,142 for continuing work on the *Marcus Garvey and Universal Negro Improvement Association Papers*. (96-043)
- Records Access Projects:
Regents of the University of California, Berkeley, CA: A grant of \$92,400 for the second year of a project to prepare collection-level cataloging records for the 3.25 million photographs which make up the Bancroft Library Pictorial Collections. Approximately 4,000 catalog records will be created using the USMARC (United States Machine Readable Cataloging) format and will be entered into the online cataloging system at Berkeley, as well as OCLC (Online Computer Library Center) and RLIN (Research Libraries Information Network). (96-067)

Hoopa Valley Tribal Council, Hoopa, CA: A grant of \$48,750 to further develop its archives and records program. The project staff will develop a policies and procedures manual, transfer records to an archival storage area located in the reservation's library, begin to arrange and describe the records, and prepare finding aids. The tribe's records date from the last quarter of the 19th century to the present and total over 500 cubic feet. (96-093)

- Projects to Improve Documentary Editing (Editing Fellowship):

Emily Rader (Ph.D. expected, University of Southern California), University of California, Los Angeles, Los Angeles, CA: A fellowship grant of \$41,250 at the *Marcus Garvey and Universal Negro Improvement Association Papers* project, The fellowship will provide 11 months' training in historical editing. (96-091)

University of California, Los Angeles, CA: \$1,000 for fellowship interview support for its Marcus Garvey and Universal Negro Improvement Association Papers project. (96-020)

CONNECTICUT

- Founding-Era Documentary Editions/Subventions:
Yale University, New Haven, CT: A grant of \$146,151 for *The Papers of Benjamin Franklin*. (96-018)
Yale University Press, New Haven, CT: A grant of \$10,000 for *The Papers of Benjamin Franklin*, Vol. 32. (96-007)

DELAWARE

- Electronic Records Projects:
Delaware Bureau of Archives and Records Management, Dover, DE: A grant of \$101,744 for a two-year project to develop an electronic records program for state government records. (96-016)

DISTRICT OF COLUMBIA

- Ongoing Documentary Editions/Subventions:
The American University, Washington, DC: A grant of up to \$38,214 for continuing work on the *Papers of Frederick Law Olmsted*. (96-064)

- Founding-Era Documentary Editions/Subventions:

Supreme Court Historical Society, Washington, DC: A grant of up to \$175,155 for the *Documentary History of the Supreme Court, 1789-1800*. (96-014)

George Washington University, Washington, DC: A grant of \$168,222 for *The Documentary History of the First Federal Congress of the United States of America, March 4, 1789—March 3, 1791*. (96-008)

FLORIDA

- State Board Regrant Projects:

Florida State Historical Records Advisory Board, Tallahassee, FL: A grant of \$50,000 to support education and training for archivists and records custodians and for program development leading to improved management of historical records. Half of the grant funds will be regranted to new and established records programs to assist them in assessing and addressing their program needs. The other half of the grant funds will be regranted to organizations and institutions to conduct or sponsor workshops relating to archival administration and historical records management. (96-079)

GEORGIA

- State Board Regrant Projects:

Georgia State Historical Records Advisory Board, Atlanta, GA: An outright grant of \$223,386 and a matching grant of up to \$75,000 to leverage \$422,251 in state and local government matching and cost sharing to reactivate and redirect the state's local government records management program. The regrant project has three main components: 1) regrant projects, funded in cooperation with the Georgia Department of Community Affairs' Local Government Efficiency Grant Program, to create three model multi-government records service centers; 2) regrant projects to encourage and improve local government records programs; and 3) training and education for local government officials in basic archival and records management practices. (96-069)

- Ongoing Documentary Editions/Subventions:

Martin Luther King, Jr. Center for Nonviolent Social Change, Atlanta, GA: A grant of up to \$50,583 for continuing work on the *Papers of Martin Luther King, Jr.* (96-065)

ILLINOIS

- Ongoing Documentary Editions/Subventions:

Illinois Historic Preservation Agency, Springfield, IL: A grant of up to \$63,000 for continuing work on the *Lincoln Legal Papers*. (96-087)

Southern Illinois University Press, Carbondale, IL: A grant of \$10,000 for the *Papers of Ulysses S. Grant*, Vol. 21. (96-026)

Southern Illinois University Press, Carbondale, IL: A grant of \$10,000 for the *Papers of Ulysses S. Grant*, Vol. 22. (96-025)

Ulysses S. Grant Association, Carbondale, IL: A grant of up to \$66,732 for continuing work on the *Papers of Ulysses S. Grant*. (96-048)

University of Illinois Press, Champaign, IL: A grant of \$10,000 for the *Samuel Gompers Papers*, Vol. 6. (96-027)

- Records Access Projects:

Evangelical Lutheran Church in America, Chicago, IL: A grant of \$83,310 to process the records of six Lutheran agencies and a Lutheran minister, which comprise the major collections of the Helen M. Knubel Archives of Cooperative Lutheranism. (96-080)

KANSAS

- Electronic Records Projects:

Kansas State Historical Society, Topeka, KS: A grant of \$28,690 for a project to develop and implement an electronic records management policy for Kansas state government and for local governments. (96-009)

KENTUCKY

- Records Access Projects:

Kentucky Historical Society, Frankfort, KY: A grant of \$53,468 to arrange and describe approximately 238 linear feet of manuscript materials representing approximately 629 collections (1700s-present). (96-090)

MARYLAND

- Ongoing Documentary Editions/Subventions:

The Johns Hopkins University, Baltimore, MD: A grant of up to \$37,777 for continuing work on the *Papers of Dwight D. Eisenhower*. (96-050)

The Johns Hopkins University Press, Baltimore, MD: A grant of \$10,000 for the *Papers of Dwight D. Eisenhower*, Vol. 16. (96-035)

The Johns Hopkins University Press, Baltimore, MD: A grant of \$10,000 for the *Papers of Dwight D. Eisenhower*, Vol. 17. (96-037)

The Johns Hopkins University Press, Baltimore, MD: A grant of \$6,200 for the *Papers of George Catlett Marshall*, Vol. 4. (96-036)

The Johns Hopkins University Press, Baltimore, MD: A grant of \$10,000 for the *Papers of Frederick Law Olmsted*, Vol. 11. (96-038)

University of Maryland, College Park, MD: A grant of up to \$95,189 for continuing work on the *Freedmen and Southern Society Project*. (96-059)

University of Maryland, College Park, MD: A grant of up to \$68,899 for continuing work on the *Samuel Gompers Papers*. (96-075)

MASSACHUSETTS

- Founding-Era Documentary Editions/Subventions:

Massachusetts Historical Society, Boston, MA: A grant of up to \$121,750 for *The Adams Papers*. (96-082)

- Records Access Projects:

Northeastern University, Boston, MA: A grant of up to \$59,833 to process and make accessible the records of Freedom House, a community-based social agency in Roxbury, Massachusetts, and the personal papers of its founders, Muriel and Otto Snowden. (96-062)

MICHIGAN

- Electronic Records Projects:

Regents of the University of Michigan, Ann Arbor, MI: A grant of \$43,450 for an electronic records conference, jointly sponsored by the university's Bentley Historical Library and the School of Information and Library Studies, to assess progress made in electronic records research and program development since the 1991 NHPRC-funded Working Meeting on Electronic Records and to offer recommendations for future electronic records activities. (96-012)

MINNESOTA

- State Coordinators Cooperative Agreement:

Minnesota Historical Society, St. Paul, MN: A grant of \$50,000, to support the third year of a three-year cooperative agreement between the Council of State Historical Records Coordinators (with the Minnesota Historical Society as its grant administrator) and the National Historical Publications and Records Commission. The award supports national meetings of the State Historical Records Coordinators, regional meetings of representatives of State Historical Records Advisory Boards, completion of a report on non-governmental archives, and a review of state-board planning projects. (96-094)

MISSOURI

- Records Access Projects:

Curators of the University of Missouri, Columbia, MO: A grant of \$57,860 to process the records of the architectural landscape and city planning firm of Hare and Hare, held by the Western Historical Manuscript Collection at the University of Missouri-Kansas City. (96-078)

NEVADA

- State Board Planning Grants:

Nevada State Historical Records Advisory Board, Carson City, NV: A grant of \$55,993 for a two-year planning project that will undertake an assessment of records programs in Nevada and create a strategic plan addressing key issues in these programs, including education and training, public awareness, disaster planning, and funding. (96-011)

NEW JERSEY

- Ongoing Documentary Editions/Subventions:

Rutgers, The State University of New Jersey, New Brunswick, NJ: A grant of up to \$42,955 for continuing work on the *Papers of Thomas A. Edison*. (96-073)

Rutgers, The State University of New Jersey, New Brunswick, NJ: A grant of \$43,000 for continuing work on *The Papers of Elizabeth Cady Stanton and Susan B. Anthony*. (96-086)

Rutgers University Press, New Brunswick, NJ: A grant of \$10,000 for *The Papers of Elizabeth Cady Stanton and Susan B. Anthony*, Vol. 1. (96-034)

- Records Access Projects:

Rutgers, The State University of New Jersey, New Brunswick, NJ: A grant of \$87,013 to arrange and describe four collections that document the involvement of women in twentieth-century public life: the League of Women Voters of New Jersey (73 cubic feet, 1913-1990), the Consumers League of New Jersey (56 cubic feet, 1896-1979), the New Jersey Welfare Council (61 cubic feet, 1919-1987), and Mary Roebling (103 cubic feet, 1906-1993). (96-077)

- Founding-Era Documentary Editions/Subventions:

Princeton University, Princeton, NJ: A grant of up to \$140,346 for *The Papers of Thomas Jefferson*. (96-081)

NEW MEXICO

- Ongoing Documentary Editions/Subventions:

University of New Mexico, Albuquerque, NM: A grant of up to \$45,148 for continuing work on the *Journals of don Diego de Vargas*. (96-053)

NEW YORK

- State Board Planning Grants:

New York State Historical Records Advisory Board, Albany, NY: A grant of \$51,633 for a one-year project to develop a strategic plan to guide statewide historical records program development. (96-088)

- Ongoing Documentary Editions/Subventions:

Research Foundation of the City University of New York/Queens College, New York, NY: A grant of up to \$38,220 for continuing work on the *Papers of Robert Morris*. (96-044)

- Records Access Projects:

New York Folklore Society, Ithaca, NY: A grant of up to \$49,000 to develop, test, and distribute nationally guidelines for describing folklore materials. (96-057)

New York University, New York, NY: A grant of up to \$100,000 to accession and make accessible records of New York City labor organizations. (96-063)

- Electronic Records Projects:

Research Foundation of the State University of New York, Albany, NY: A grant of up to \$140,000 for a two-year project to develop and promote the use of a "system development model" that incorporates electronic recordkeeping and archival considerations into the creation of networked-computing and communications applications. Collaborators on the project include the university's Center for Technology in Government, the New York State Archives and Records Administration, and the New York State Forum for Information Resource Management. (96-023)

- New Documentary Editions/Subventions:

Colgate Rochester Divinity School/Bexley Hall/Crozer Theological Seminary, Rochester, NY: A grant of up to \$52,500 for the *Howard Thurman Papers*. (96-095)

- Other Ongoing Documentary Editions:

New York University, New York, NY: A grant of up to \$60,000 for *The Margaret Sanger Papers*. (96-015)

NORTH CAROLINA

- State Board Regrant Projects:

North Carolina State Historical Records Advisory Board, Raleigh, NC: An outright grant of \$83,200 and a matching grant of up to \$50,000 to assist local governments, historically black colleges, and other non-governmental archives in the preservation and care of local archival records. The

project would have three components: 1) re grants to support consultancies, preservation, and reformatting of records; 2) re grants to support training in information and records management policies and practices, and the hiring of temporary personnel needed to address essential, basic archival and records problems; and 3) the production and presentation of a series of four, two-and-one-half-hour, statewide, educational teleconferences. (96-070)

- Ongoing Documentary Editions/Subventions:

Duke University, Durham, NC: A grant of up to \$51,979 for continuing work on the *Jane Addams Papers*. (96-058)

University of North Carolina, Greensboro, NC: A grant of up to \$23,887 for continuing work on *Race, Slavery, and Free Blacks: Petitions to Southern Legislatures and County Courts, 1776-1867*. (96-060)

OHIO

- Ongoing Documentary Editions/Subventions:

Kent State University Press, Kent, OH: A grant of \$9,027 for the *Papers of Salmon P. Chase*, Vol. 4 (96-030)

- Records Access Projects:

Toledo Museum of Art, Toledo, OH: A grant of \$54,392 to develop an archives and records management program for the museum's institutional records. (96-040)

- Electronic Records Projects:

Ohio Historical Society, Columbus, OH: A grant of up to \$10,000 for a six-month consultancy to assist with planning for the development of the Ohio Electronic Records Archives. Project staff will review state-agency records policies and update them where necessary to integrate the functional requirements for recordkeeping developed under a Commission-funded project at the University of Pittsburgh. (96-019)

OKLAHOMA

- Records Access Projects:

Cherokee Nation, Tahlequah, OK: A grant of \$59,382 to arrange, describe, and rehouse records held by the Cherokee National Historical Society, dating from the 1700s to the present, which help to document the history of the Cherokee. (96-072)

PENNSYLVANIA

- Ongoing Documentary Editions/Subventions:

University of Pittsburgh Press, Pittsburgh, PA: A grant of \$9,400 for the *Papers of Robert Morris*, Vol. 9. (96-028)

University of Pittsburgh Press, Pittsburgh, PA: A grant of \$10,000 for the *Papers of Thaddeus Stevens*, Vol. 1. (96-031)

- Records Access Projects:

University of Pennsylvania, Philadelphia, PA: A grant of \$123,201 to preserve trial records relating to the development of the Electronic Numerical Integrator and Computer (ENIAC). The ENIAC is generally regarded as the first electronic digital computer. (96-068)

- Electronic Records Projects:

City of Philadelphia, Department of Records, PA: A grant of \$17,370 for a four-month bridge grant to continue a Commission-funded project that is developing a program to preserve archival electronic records. (96-089)

- New Documentary Editions/Subventions:

East Stroudsburg University, East Stroudsburg, PA: A contingent grant of up to \$26,250 for the *Papers of the War Department, 1784-1800*. (96-096)

RHODE ISLAND

- Ongoing Documentary Editions/Subventions:

Rhode Island Historical Society, Providence, RI: A grant of up to \$70,229 for continuing work on the *Nathanael Greene Papers*. (96-047)

SOUTH CAROLINA

- Ongoing Documentary Editions/Subventions:

University of South Carolina, Columbia, SC: A grant of up to \$43,614 for continuing work on the *Papers of John C. Calhoun*. (96-084)

University of South Carolina, Columbia, SC: A grant of up to \$73,500 for continuing work on the *Papers of Henry Laurens*. (96-045)

- Records Access Projects:

South Carolina Historical Society, Charleston, SC: A grant of \$32,670 to improve access to 367 manuscript collections (435 linear feet, 18th to 20th century) pertaining to agriculture, commerce, and culture in South Carolina. Upon the successful completion of this project, researchers will have access to approximately 60 percent of the society's holdings of personal papers and business records. (96-066)

- Electronic Records Projects:

South Carolina Department of Archives and History, Columbia, SC: A grant of \$21,700 for a one-year project to plan and develop a prototype information locator system for South Carolina state government, evaluate its limited implementation, and make recommendations concerning its expanded implementation. (96-010)

- Projects to Carry Out SAA and NAGARA National Agendas :

South Carolina Department of Archives and History, Columbia, SC: \$43,500 for fellowship in archival administration. (96-021)

TENNESSEE

- Ongoing Documentary Editions/Subventions:

University of Tennessee, Knoxville, TN: A grant of up to \$63,068 for continuing work on the *Papers of Andrew Jackson*. (96-055)

University of Tennessee, Knoxville, TN: A grant of up to \$73,573 for continuing work on the *Papers of Andrew Johnson*. (96-061)

University of Tennessee, Knoxville, TN: A grant of \$41,615 for continuing work on the *Correspondence of James K. Polk*. (96-083)

University of Tennessee Press, Knoxville, TN: A grant of \$4,251 for the *Correspondence of James K. Polk*, Vol. 9. (96-029)

TEXAS

- Ongoing Documentary Editions/Subventions:

William Marsh Rice University, Houston, TX: A grant of up to \$67,071 for continuing work on the *Papers of Jefferson Davis*. (96-052)

- Records Access Projects:

Documentary Arts, Dallas, TX: A grant of \$47,302 to make its Texas African American Photography Collection (TAAP) accessible to the public. TAAP (ca. 16,634 items, 1870s to present) focuses on the growth and development of vernacular and community photography among African Americans in Texas. (96-056)

VERMONT

- State Board Regrant Projects:

Vermont State Historical Records Advisory Board, Montpelier, VT: A grant of \$49,500 to improve the preservation of and access to Vermont's historical records by making regrants to provide advisory services for small repositories, to establish training programs in Vermont in archival planning and management, to support the arrangement and description of collections of historical records, and to support research and educational programs relating to historical records creation, collecting, and use in Vermont. (96-041)

VIRGINIA

- State Board Regrant Projects:

Virginia State Historical Records Advisory Board, Richmond, VA: A matching grant of \$50,000 to preserve and make accessible records in private, local, and state repositories throughout Virginia

by providing training throughout the commonwealth in disaster preparedness and records description and by supporting the development of disaster plans and holdings' inventories at individual repositories. (96-071)

- Ongoing Documentary Editions/Subventions:
The College of William and Mary, Williamsburg, VA: A grant of up to \$14,332 for continuing work on the *Papers of Charles Carroll*. (96-046)
George C. Marshall Foundation, Lexington, VA: A grant of \$52,000 for continuing work on the *Papers of George C. Marshall*. (96-039)
Institute of Early American History and Culture, Williamsburg, VA: A grant of up to \$19,110 for continuing work on the *Papers of John Marshall*. (96-054)
- Founding-Era Documentary Editing/Subventions:
University of Virginia, Charlottesville, VA: A grant of up to \$122,744 for *The Papers of James Madison*. (96-074)
University of Virginia, Charlottesville, VA: A grant of \$128,098 for *The Papers of George Washington*. (96-022)
University Press of Virginia, Charlottesville, VA: A grant of \$10,000 for *The Papers of James Madison*, Presidential Series, Vol. 3. (96-003)
University Press of Virginia, Charlottesville, VA: A grant of \$10,000 for *The Papers of George Washington*, Presidential Series, Vol. 5. (96-004)
University Press of Virginia, Charlottesville, VA: A grant of \$10,000 for *The Papers of George Washington*, Presidential Series, Vol. 6. (96-005)
University Press of Virginia, Charlottesville, VA: A grant of \$10,000 for *The Papers of George Washington*, Revolutionary War Series, Vol. 7. (96-006)

WEST VIRGINIA

- State Board Planning Grants:

West Virginia State Historical Records Advisory Board, Charleston, WV: A grant of \$16,745 for a one-year planning project to complete work on and publish its state assessment report and to develop and publish a strategic plan to ensure the preservation of West Virginia's historical records and documents. (96-013)

- Ongoing Documentary Editions/Subventions:
West Virginia University Research Corporation, Morgantown, WV: A grant of \$10,147 for continuing work on the *Papers of Frederick Douglass*. (96-042)

WISCONSIN

- Founding-Era Documentary Editions/Subventions:

Board of Regents, University of Wisconsin, Madison, WI: A grant of up to \$146,926 for *The Documentary History of the Ratification of the Constitution*. (96-017)

State Historical Society of Wisconsin, Madison, WI: A grant of \$2,500 for the reprinting of *The Documentary History of the Ratification of the Constitution*, Vol. 2. (96-001)

State Historical Society of Wisconsin, Madison, WI: A grant of \$10,000 for *The Documentary History of the Ratification of the Constitution*, Vol. 4. (96-002)

- Projects to Improve Documentary Editing
Wisconsin History Foundation, Madison, WI: A grant of \$21,616 for the 1996 Institute for the Editing of Historical Documents. (96-024)

For the Record: **Commission Publications and Information Brochures**

Application materials for all Commission grants, including fellowships, may be requested by phone, fax, mail, or e-mail from:

NHPRC	(202) 501-5610 (voice)
National Archives Building, Room 607	(202) 501-5601 (fax)
Washington, DC 20408	nhprc@arch1.nara.gov (e-mail)

World Wide Web site: <<http://www.nara.gov/nara/nhprc/>>

General Grant Program Information and Application Materials

Grant Program Guidelines/Application Forms

Special Guidelines and Applications

Consultant Grants and Services Guidelines
Fellowships in Archival Administration Brochure
 Host Institution Application
 Individual Application
Fellowships in Historical Editing, Information and Application Form
Photograph Guidelines
Institute for the Editing of Historical Documents, Information and Application Form
Microform Guidelines
Native American Records Project Guidelines
State Board Regrant Guidelines
State Strategic Planning Suggestoins
Publication Subvention Program Guidelines

General Commission Publications

NHPRC Annual Report
NHPRC Fact Sheet
NHPRC Strategic Plan
Documentary Editions Catalog
Research Issues in Electronic Records
Using the Nation's Documentary Heritage (The Historical Documents Study)



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